

Westford Historical Commission - Meeting Minutes
2 Boston Road – 1/17/2007

Present: Stacey Perron, Roberta McGuire, Rita Shipley, Jane Hinckley, John Cunniffe, Bob Shaffer, Jim Zegowitz

The meeting was called to order at 7:10 PM.

Secretary's Report-

A motion to discuss and approve the minutes from 11/15/06, was made by Bob. Suggestions for corrections were made. All approved, with Bob abstaining.

As there was no quorum at the meeting of 12/12/06, there were no minutes to review.

A motion to review and approve the minutes of 12/13/2006 was made by Rita. Corrections were noted, and the minutes were approved by all, with said corrections.

WHC Capital projects (Town Meeting funded) -

Roberta has requested a reserve transfer of funds to the Capital Outlay account to cover the approximate \$25 over run of the budgeted amount for the painting of the cottage. This is on the Fin Com agenda for 2/6/07. \$1800 remains left in the painting project to be spent in the Spring for the painting and re-glazing of the cottage windows.

CPC Projects (Funded)

The results of Bob Servais assessment survey of the Cottage and Museum were reviewed. This report covered topics such as roof, siding, grading, drainage, plumbing, heating, electrical, general observations. A separate report was prepared for each building. This assessment occurred on December 13, 2006.

**CPC Historic Fund Application Reviews
Library**

Ellen Rainville from the Westford Library addressed the Commission, explaining that they are considering a CPC application for further historical restoration of the library. This would include extensive restoration of 12 Greek Revival windows- re-glazing, and repair of the weight pulley system. Ellen indicated that due to time constraints the application had not yet been created. If time allows she will follow up with an application.

Records & Archives Committee

Kaari Tarri and Bob Oliphant from the Records and Archive Committee addressed the Commission to explain their CPC application. They have requested \$60,000 to create surrogate documents, inventory and preserve documents. Duplicate documents would be stored off site, to protect them in the event of a catastrophic event at the primary site. The National Endowment of Humanities is a possible secondary source of funding. The

WHC voted unanimously to support this project.

Cameron Senior Center – Permanent Town Building Committee (PTBC)

PTBC members Karen Cavanaugh, Tom Mahanna, and Chris Doonan addressed the Commission about the possibility of a CPC application for work to be done to the Cameron Senior Center. The PTBC did not have an application at this time. It was more of an exploratory discussion to learn what could possibly be funded and to get a sense of size of project. They reported that they have done a feasibility study for the expansion of the Senior Center to meet the needs of the Westford seniors. The concept is to create an addition to the rear of the structure and to renovate and remodel the interior of the existing structure, incorporate sprinklers for old and new portions for fire safety and to replace the windows on the existing structure. Because the Senior Center is located within the Forge Village Historical District (which is on the National Register of Historical Places) the WHC expressed great interest in participating in discussions with the PTBC and others related to this project, especially on those projects which involved the existing structure's exterior.

Valerie Wormell (BoS, Cameron Senior Center Committee) requested (and was given) permission to speak. She mentioned that possible project work might involve the remodeling of the building's interior and the removal of interior building features that might be of interest to the users of the building. The suggestion was made to attempt to preserve and reuse existing interior features in the new interior design so that the users of the building will retain a sense of the building's past.

WHC CPC-funded projects

The PTBC members present were asked of the status of the Fire Escape and replacement/sill repair of the Museum. For the Fire Escape project, the members explained that they were obtaining quotes from three fabricators who may also be able to design the fire escape. When the PTBC was asked about the status of the sill project, they requested that the estimates be submitted to them for review. Roberta indicated that although several had come to look at the sill for bidding purposes, as of this meeting, only one vendor had submitted an estimate. The PTBC indicated that the WHC may proceed with the sill project even if there was only one bid and it was a reasonable one.

Roberta expressed concern that the Fire Escape project had not yet been submitted to the public for bidding although the funding was secured in October 2006. The concern was that it was hoped that these projects should be advanced as soon as possible. There had been submitted as emergency applications and therefore there was an assumed treatment with urgency. It was left that the PTBC would follow up very soon.

The motion to adjourn at 9:50 PM was made by Roberta, with Stacey seconding.
All in favor.

Respectfully submitted,
Stacey M. Perron
Secretary, Westford Historical Commission

